

This Meeting was held in Person following all Covid Guidelines.

## BOROUGH OF HAMPTON

### REGULAR MEETING

April 26, 2021

Mayor Shaner called the Regular Meeting of the Hampton Borough Council to order at 7:30p.m. Mayor Shaner gave the Open Public Meetings Act Statement. The notice of this meeting was advertised in the Hunterdon Democrat on January 14, 2021. The notice was posted on the public bulletin board and is on file in the Office of the Municipal Clerk.

Roll Call:	Present:	Mayor Shaner	Rob Celentano
		John Drummond	Doug Rega
		Carroll Swenson	Jeff Tampier
		Rob Wotanowski	

The following people were also present: Kathy Olsen, CFO, Alan Brower, DPW Director.

Motion by Cm. Drummond, second by Cm. Rega to approve the Minutes of the April 12, 2021 Regular Meeting.

Voice Vote. All ayes, motion carried.

### Comments and Questions from the Public:

**Fire Chief Rick Allen** explained that the siren has not been working due to an apparent electrical issue. Chief Allen asked if the DPW Director could contact an electrician to help to fix the problem.

Fire Chief Allen also noted that the Fire Company has spent a lot of money on repairs to the fire trucks already this year. Chief Allen noted that it is an aging fleet. Chief Allen also noted the aged fire hose and the cost to repair the leaks.

Cm. Swenson noted that the Fire Company really needs to report water usage to Water Operator Alan Brower because the Borough must account for all water usage.

### Communications:

#### Unfinished Business:

Motion by Cm Rega, second by Cm Wotanowski to adopt the following Resolution:

#### **RESOLUTION NO. 47-2021 – SELF EXAMINATION BUDGET RESOLUTION**

##### *RESOLUTION NO. 47-2021*

##### SELF-EXAMINATION OF BUDGET RESOLUTION

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the *Borough of Hampton* has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2021 budget year.

This Meeting was held in Person following all Covid Guidelines.

NOW THEREFORE BE IT RESOLVED by the governing body of the *Borough of Hampton* that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate and correctly stated,
  - b. Items of appropriation are properly set forth
  - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Roll call vote: Celentano, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes: Motion carried.

### **Second reading and public hearing of the 2021 MUNICIPAL BUDGET**

**Motion by Cm. Drummond, second by Cm. Wotanowski to authorize the Mayor to open the Public Hearing on the 2021 Municipal Budget.**

Voice Vote: All ayes: Motion carried

There were no comments or questions from the public. Mayor Saner closed the Public Hearing on the 2021 Municipal Budget.

**Motion by Cm. Rega, second by Cm. Celentano to adopt the 2021 Municipal Budget as presented.**

This Meeting was held in Person following all Covid Guidelines.

Roll Call Vote: Aye: Celentano, Drummond, Rega, Swenson, Tampier, Wotanowski  
All Ayes: Motion carried

**Introduction of the following Ordinance Tabled – This Ordinance will be placed on subsequent agendas until all necessary information to move forward is available.**

**ORDINANCE NO. 01-2021** – ORDINANCE AUTHORIZING THE SALE OF BOROUGH OWNED PROPERTIES LOCATED AT 12 MACKENZIE ROAD, 202 ROUTE 31 NORTH AND 141 NJ ROUTE/31 BOWLBY STREET –

Alan Brower, DPW Director recommended that this Ordinance be modified to only sell the property on MacKenzie Road because all information on this property has been obtained and it would be better to move forward on selling this property.

The members of the Borough Council agreed and the Ordinance will be on the May 10, 2021 Agenda for Introduction.

**Parking Ordinance** - No updates.

**School Study** - No discussion.

**Cannabis Legislation** – Possible introduction of Ordinance at next meeting.

**Reports of Committees:**

**Cm. Swenson** deferred to DPW Director Alan Brower who noted that Well #5 has been up and running since April 20, 2021.

**Cm. Drummond** deferred to DPW Director Alan Brower who reported that he is currently receiving bids for a tractor and garbage truck, bidding closes May 6. Also, garbage collection numbers have gone up considerably.

Cm. Drummond asked CFO Kathy Olsen what the status of moving our financial system to Edmunds as it was approved in 2020, in light of the issues Water Clerk Leidner has had with the current vendor not being able to produce water bills in a timely manner. Ms. Olsen noted that she has been working on moving forward with this new system.

**Cm Celentano, Cm. Rega, Cm. Tampier, Cm. Wotanowski had nothing to report.**

**Municipal Clerk's Report** – Linda Leidner, Borough Clerk reported that Financial Disclosure Reporting has been extended to June 30, 2021.

**New Business:**

Motion by Cm Drummond, second by Cm Wotanowski to adopt the following Resolution:

**RESOLUTION NO. 45-2021 RESOLUTION FIXING SALARIES FOR THE YEAR 2021**

### **RESOLUTION NO 45-2021**

**BE IT ORDAINED** by the Borough Council of the Borough of Hampton in the County of Hunterdon and State of New Jersey as follows:

That the following position titles within the Borough of Hampton in the County of Hunterdon, the respective salaries or compensation set forth below are hereby fixed as the maximum amounts to be paid for the year 2021:

Minutes: April 26, 2021

This Meeting was held in Person following all Covid Guidelines.

<u>POSITION</u>	<u>SALARY</u>
Mayor	\$ 2,500.00
Council Member	2,100.00
Borough Clerk	63,731.16
Deputy Borough Clerk	17.00/Hr.
Chief Financial Officer	26,250.00
Assessor of Taxes	10,071.45
Assessment Search Officer	100/1000 Search
Collector of Taxes	15,547.25
Custodian	65.00/Cleaning
Secretary to the Planning Board	5,553.16
Director of Emergency Management	1,850.06
Municipal Violations Officer	4,135.27
Crossing Guard	20.00/Hour
Director of Public Works	71,213.23
Assistant Director of Public Works	24.20Hour
Public Works Employee#1	17.72/Hour
Public Works Employee#2	17.72/Hour
Laborer	16.32/Hour
Zoning Officer	4,203.33
Mileage Per Mile	PER IRS REGULATIONS
Water Clerk	16,090.58
Treasurer Water Company	6,046.68
Water Company Inspector	13,676.53
Assistant Water Company Inspector	3,641.40
Weekend Pump Check	55.00/PerDiem
Recycling Coordinator	1,000.00/Annum

The foregoing Resolution shall take effect immediately upon passage and publication thereof according to law.

Roll call vote: Celentano, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes: Motion carried.

Motion by Cm Swenson, second by Cm Drummond to adopt the following Resolution:

**RESOLUTION NO. 46-2021 AUTHORIZING THE MAYOR TO EXECUTE THE PROPOSAL FROM E&LP FOR THE REMEDIATION OF THE FORMER COUNTRY LUMBER SITE**

**RESOLUTION NO. 46-2021**

**BE IT RESOLVED** by the Council of the Borough of Hampton that the Mayor and Municipal Clerk are hereby authorized to execute the following agreement between the Borough of Hampton and Engineering & Land Planning for the purposes of remedial investigation and remedial action at the former Country Lumber site in the amount of \$33,050.00.

**BE IT FURTHER RESOLVED** that this Resolution shall become effective upon the approval of the Council of the Borough of Hampton.

Roll call vote: Celentano, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes: Motion carried.

**Park Rental Applications:**

This Meeting was held in Person following all Covid Guidelines.

Motion by Cm. Drummond, second by Cm. Rega to approve the following **Park Rental Applications**.

Park Rental Application, fees and Port-A John Rental from Tammi McPherson for the use of the Borough Park on May 2, 2021 for a Sweet 16 Party. Approx. 60 participants

Roll call vote: Celentano, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes: Motion carried.

**Bills and Claims:** Motion by Cm Rega second by Cm. Drummond to approve the request from the Chief Financial Officer to pay the bills on the bill list of April 26, 2021.

Roll call vote: Celentano, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes: Motion carried.

**Motion by Cm. Drummond, second by Cm. Celentano to adopt the following Resolution.**

**Voice vote: All ayes, motion carried.**

**Meeting was closed to the public at 8:10pm**

Executive Session began at 8:10pm

**RESOLUTION NO. 48-2021 – EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL**

#### **RESOLUTION NO. 48-2021**

WHEREAS, the Open Public Meetings Act; N.J.S.A. 10:4-6 et seq., declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

WHEREAS, the Open Public Meetings Act also recognized exceptions to the right of the public to attend portions of such meetings; and

WHEREAS, the Mayor and Council find it necessary to conduct an executive session closed to the public as permitted by the N.J.S.A. 40:4-12; and

WHEREAS, the Mayor and Council will reconvene in public session at the conclusion of the executive session;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hampton, County of Hunterdon, State of New Jersey that they will conduct an executive session to discuss the following topic (s) as permitted by N.J.S.A. 40:4-12:

#### **PERSONNEL**

BE IT FURTHER RESOLVED that the Mayor and Council hereby declare that their discussion of the subjects identified above may be made public at a time when the Borough Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Borough or any other entity with respect to said discussion. That time is currently estimated to be: One Year

BE IT FURTHER RESOLVED that the Mayor and Borough Council for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

Minutes: April 26, 2021

This Meeting was held in Person following all Covid Guidelines.

**Motion by Cm Wotanowski; second by Cm. Rega to reopen the meeting to the public.**

**Voice vote: All ayes; motion carried.**

Meeting reopened to the public at 8:22pm

No action was taken as a result of the Executive Session.

**Adjournment:** Motion by Cm Swenson second by Cm Rega to adjourn the Regular Meeting of the Hampton Borough Council. Voice Vote: All ayes, motion carried. The meeting adjourned at 8:22p.m.

Respectfully submitted,

Linda Leidner, RMC  
Municipal Clerk